

**DELAWARE CRIMINAL JUSTICE INFORMATION SYSTEM
BOARD OF MANAGERS
PUBLIC SESSION MEETING MINUTES
October 26, 2017**

OPENING AND ATTENDANCE

The Board of Managers meeting was held at the Veteran's Affairs office located in Dover, Delaware. Ms. Bhate called the meeting to order at approximately 10:00 a.m.

Those in attendance included:

BOM MEMBERS

Renee Rigby	DSP
Elmer Setting	AOC
Marianne Kennedy	JP Court
Michelle Hoffman	Family Court
Marian Bhate	ODS
Gregory Patterson	DOJ
Phillip Winder	DOC
Secretary Collins	DTI
Chief William Bryson	DE Police
	Chiefs' Council

ALTERNATES

Capt. Benjamin Feldman
NCC PD

STAFF

Michael Kelly	DELJIS
Lynn Gedney	DELJIS
Peggy Bell	DELJIS
Lisa Morris	DAG
Mary Hansen	DELJIS
Kelly Knutkowski	DELJIS

PUBLIC AND NON-VOTING PARTIES

Yvette Price
Katherine Montgomery
Caroline Sarnoff
Don Holden
Isabella Kaplan

I. REVIEW AND APPROVAL OF SEPTEMBER MEETING MINUTES

BOM Public Session Minutes-A motion was made by Ms. Rigby to approve the September 2017 BOM Public Session Minutes and seconded by Chief Bryson. All approved. Motion carried.

BOM Executive Session Minutes-A motion was made by Chief Bryson to approve the September 2017 BOM Executive Session Minutes and seconded by Mr. Setting. All approved. Motion carried.

II. HEARINGS

A motion was made by Chief Bryson to enter Executive Session pursuant to 29 Delaware Code §10004 to discuss criminal files and criminal records, the disclosure of which would constitute an invasion of personal privacy, and/or to discuss documents excluded from definition of public record where such discussion may disclose the contents of such documents, including pursuant to §10002 (l)(3)(5)(6)(9) and seconded by Mr. Winder. All approved. Motion carried.

- Case # 201701- A motion was made by Ms. Kennedy to grant indirect DELJIS access to the Appellant in Case # 201701 and seconded by Secretary Collins. Eight approved and one recused. Motion carried.

III. NETWORK MANAGEMENT

DAG Morris advised that the two applications for network management are research based. There is a provision in Title 11 Chapter 85 that allows persons to receive access for purposes of research. The agency requesting access for research will need to make an application to SBI before entering into one of the DELJIS agreements that DELJIS typically prepares when the Board approves that access.

- Measures for Justice (MFJ) – Ms. Caroline Sarnoff was present to request indirect access to DELJIS in order to obtain downloads of data. MFJ is a nonpartisan, nonprofit organization dedicated to bringing transparency to the criminal justice system to enable more informed discussions and decision making about what happens in the system from arrests and post-convictions. The data they collect populates a series of performance measures that address public safety, fiscal responsibility, and fair process. The data is aggregated to the county-level; no personal identifying information is ever provided or published. The data is published via measuresforjustice.org which is a free, public access Data Portal. Currently, there are six states that have already launched on the Data Portal and MFJ plans to add twenty other states by 2020. Ms. Sarnoff said the current states have provided positive feedback and are working with MFJ for additional measures that can be evaluated with their data.

DELJIS' participation in the MFJ Data Portal would require DELJIS to pull data which the MFJ technical support would be able to assist with and reimburse DELJIS for the cost of their time. DELJIS would provide feedback and identify data elements for the MFJ measures. In return, DELJIS would get back the Measures Analysis via the Data Portal, rich dataset that can be used for internal/comparative analysis, and time on staffing hours required to clean/code data. The Board had positive feedback from the MFJ Data Portal.

There were questions about the type of data that is collected, how MFJ manages the accuracy of the data, and their financial sustainability. Ms. Sarnoff answered the data they collect is a combination of non-public and public data so they're experienced with working with confidential information. To ensure accurate data, MFJ does a series of audits to capture anomalies and conducts stakeholder validations to review the data. MFJ is sustainably funded through 2020, and have received funding from Google, Mark Zuckerberg's Initiative, and the Arnold Foundation.

There was discussion on how DELJIS would de-identify data and the types of data that is given to other groups. Mr. Patterson stated, although the data in the portal would be useful for the DOJ, he would want to speak with his department before making a decision.

There was discussion from the Board on the agreement for the data request. DAG Morris stated if the Board approved access, SBI would still need to approve access. If both parties agreed, then DELJIS would still need to have an agreement with SBI

and the parties would be subject of all the terms and conditions that are in the agreement.

There was discussion if certain files are in JIC and not DELJIS if that's something the courts would need to discuss before agreeing to the approval of data. The Data Portal would only populate the measures of the data that is provided to MFJ. DAG Morris requested if there were MFJ agreements from different states that could be reviewed.

A motion was made by Chief Bryson to approve Measures for Justice's request for access with de-identified information and seconded by Mr. Winder. Eight approved and one abstention.

- New Castle County Executive Office- There was not a representative from the New Castle County Executive Office present because of a scheduling conflict. The Board recommended tabling the application until the next BOM Meeting in November.

IV. STRATEGIC ISSUES

- DELJIS Modernization Report- There was no new updates. Mr. Nariani will be present next month to provide an update.

V. COMMITTEE REPORTS

There were no committee reports.

VI. OLD BUSINESS

- Automated Usage Statistics-Ms. Bell reviewed the automated usage statistics with the attendees. Ms. Bell reminded the attendees to start using the new LEISS because on January 1, 2018 the old LEISS will be decommissioned.
- Project Status Report- Ms. Bell reviewed the project status report with the attendees (See attached). Ms. Bell noted to that more projects are going to be added to the list.
- Compliance Audit Report- Ms. Bell reported that the agencies that are not in compliance are compliant or working to get compliant. Ms. Bell plans to continue site visit in November, as time permits.

VII. NEW BUSINESS

Ms. Bell announced that the Governor's Office has created a Family Services Cabinet Council based on the recommendation of the CDC Report. They want to create a data portal to identify if there were children living in a household where a crime occurred. DAG Morris stated that the Secretary for DHSS is seeking information from different agencies to populate this portal. The MOU that was provided was high level and there wasn't specific detail about the information she was seeking. The Cabinet invited the DAG's to a meeting on Monday where she can get more information on what data sets the Council wants or needs and how they intend to use and disseminate the information. There will be a meeting for the DAG's on Monday and DAG Morris advised

if the Council provides any additional MOU's or data they're requesting, she will report back.

Ms. Bell announced that the Public DELJIS Budget Hearing will take place at the Senate Chambers at Legislative Hall at 12:30 p.m. The submitted packet that was sent to OMB was distributed to the Board members.

A motion was made by Lt. Calhoun to enter Executive Session pursuant to 29 Delaware Code §10004 to discuss personnel matters, which would constitute an invasion of personal privacy, and/or to discuss documents excluded from definition of public record where such discussion may disclose the contents of such documents, including pursuant to §10002 (I)(1) and seconded by Chief Bryson. All approved motion carried.

VIII. PUBLIC COMMENT

There was no public comment.

IX. ADJOURNMENT

A motion was made by Chief Bryson to adjourn the meeting and seconded by Lt. Calhoun at approximately 12:45 p.m.